



**WEST HOCKEY ASSOCIATION
NOMINATION FORM 2020**

Please indicate below for which positions you wish to be nominated.
Note that an honorarium is attached to the posts of Secretary, Treasurer and Competitions Secretary.

POSITION	NOMINEE	EMAIL	TELEPHONE	PROPOSED BY NAME & POSITION	SECONDED BY NAME & POSITION
PRESIDENT					
VICE PRESIDENT					
VICE PRESIDENT					
SECRETARY					
TREASURER					
COMPETITIONS SECRETARY					

Nominations may be made by the Council, a County Association or an affiliated club or school. Nominations shall be submitted in writing to reach the Secretary of The Association no later than 28 days prior to the Annual General Meeting and shall include the written consent of the nominee. Nominations made by a club or school shall be seconded by another affiliated club or school or by the County Association through which the club or school is affiliated.

Please return to the Secretary at hockeywestuksecretary@gmail.com by 5th June 2020

Note:

Officers of West HA will be appointed as directors of West Hockey Association, a Private Company Limited by Guarantee.

Directors need to be aware that they are personally subject to statutory duties in their capacity as directors of a company. In addition the company as a separate legal entity is subject to statutory controls and the directors are responsible for ensuring that the company complies with such statutory controls.

The Companies Act 2006 codified certain common law and equitable duties of directors for the first time. The Act sets out seven general duties of directors which are:-

- to act within powers in accordance with the company's constitution and to use those powers only for the purposes for which they were conferred
- to promote the success of the company for the benefit of its members
- to exercise independent judgement
- to exercise reasonable care, skill and diligence
- to avoid conflicts of interest
- not to accept benefits from third parties
- to declare an interest in a proposed transaction or arrangement

The statutory duties that replace the fiduciary or equitable duty are interpreted in accordance with the previous case law which remains relevant. These statutory duties cannot be seen in isolation because in addition a director will be subject to a wide range of regulation and legislation including the Insolvency Act 1986, the Company Directors' Disqualification Act 1986, the Health and Safety at Work etc Act 1974 and the Corporate Manslaughter and Corporate Homicide Act 2007.

The company secretary as chief administrative officer will be responsible for the performance of many of the administrative duties imposed under the Companies Act 2006. A private company is not required to appoint a company secretary and where no company secretary is appointed the duties and responsibilities of the company secretary will fall on the directors.

Directors may be liable to penalties if the company fails to carry out its statutory duties. However, they may have a defence if they had reasonable grounds to believe that a competent person had been given the duty to see that the statutory provisions were complied with.

One of the main statutory responsibilities falling on directors is the preparation of the accounts and the report of the directors. It is the responsibility of the directors to ensure that the company maintains full and accurate accounting records. This includes the preparation of a balance sheet and a profit and loss account for each financial period of the company, and the presentation of these to shareholders and, subject to various exemptions, the filing of the accounts and report of the directors with the Registrar of Companies.